

Reference FG/DS/06/24  
Job title Dispatch Supervisor  
Location Foyle Gloucester  
Forest Vale Road  
Forest Vale Industrial Estate  
Cinderford  
Gloucestershire GL14 2PH  
Salary Competitive  
Closing date Wednesday 17 July 2024 at 10:00



Foyle Gloucester is seeking a Dispatch Supervisor to be based at our Cinderford site in the Forest of Dean. This is an exciting opportunity to join one of the largest Red Meat processing Companies in the UK and Ireland. The successful applicant will receive full training for this role.

This role comes with a shift pattern of Tuesday to Friday 09:00 – 18:00 and Saturday 07:00 – 16:00.

**Duties to include (but not limited to):**

- Ensuring orders are picked/palletised to customer requirements and dispatched within specified time frames
- Ensuring orders have the appropriate documentation ready for loading/dispatch
- Ensuring that stock is allocated to the correct locations within the fridges
- Undertaking the weekly stock check on a Saturday
- Supervision and motivation of direct and indirect reports
- Yard / lorry checks
- Working with the wider team to implement the company's policies and goals, ensuring health and safety guidelines are followed

**Essential Criteria:**

- Previous experience in a Supervisory/Team Leader role
- Experience of working in a despatch environment
- Demonstrate a high regard to safety issues
- Excellent time management and organisational skills
- Ability to work under pressure and to meet strict deadlines and targets in a fast-moving environment
- Ability to work on your own initiative
- Proactive approach and willingness to develop the role
- Excellent communication and interpersonal skills
- IT literate

**Desirable Criteria:**

- Food Hygiene qualification
- Health and Safety in the Workplace or IOSH Managing Safety or equivalent qualification
- Previous experience of working in the red meat industry
- Previous use of counterbalance and reach / shunter vehicle – current licences or willingness to undergo training

**How to apply:**

If you believe you have the relevant qualifications / experience / passion and drive to make a success of this position, please forward your CV with a covering letter to:

**Foyle Gloucester**, Forest Vale Road, Forest Vale Industrial Estate, Cinderford, Gloucestershire, GL14 2PH  
E.: [foylegloucesterrecruitment@foylefoodgroup.com](mailto:foylegloucesterrecruitment@foylefoodgroup.com)

Closing date for receipt of applications is **Wednesday 17 July 2024 at 10:00** (this vacancy may close early, and interviews undertaken prior to the closing date – this will be dependent on applications received). The criteria may be adjusted to facilitate shortlisting.

**Applications from recruitment agencies will not be considered for this role.**

*Passion. Quality. Respect. Success*

Foyle Food Group is committed to equality of opportunity and welcomes applications from all sections of the community.

[foylefoodgroup.com](http://foylefoodgroup.com)